

DEPARTMENT OF CONSUMER AFFAIRS
COURT REPORTERS BOARD OF CALIFORNIA
MINUTES OF THE OPEN SESSION
NOVEMBER 10, 2006

CALL TO ORDER

Ms. Karen Gotelli, Chair, called the meeting to order at 9:40 a.m. at the Red Lion Hotel in Sacramento.

ROLL CALL

Board Members Present: Karen Gotelli, Chair
John Hisserich, Vice Chair (via teleconference)
Yvonne Fenner, CSR
Gregory Finch, Public Member
Toni O'Neill, CSR

Staff Members Present: David E. Brown, Executive Officer
Laura Freedman Eidson, Staff Legal Counsel
Joseph Zimring, Deputy Attorney General (via teleconference)
Connie Conkle, Enforcement Analyst

MINUTES OF THE OCTOBER 20-21, 2006 BOARD MEETING

Ms. Gotelli asked if Board members had reviewed the minutes of the October 20-21, 2006 Board meeting. Mr. Gregory Finch made a motion to adopt the minutes as submitted; Mr. John Hisserich seconded the motion. **MOTION CARRIED.**

MINUTES OF THE OCTOBER 14, 2006 LEGISLATION COMMITTEE MEETING

Ms. Gotelli requested the following changes: 1) "Roll Call" should be listed after "Call to Order"; 2) under list of attendees, Mr. Ed Howard's correct affiliation is DRA; 3) the last sentence under "Call to Order" should be placed after "Roll Call"; and 4) page 4, under "Issue of Audiosync- change the wording to, *"What is the official record; is it a work product of the court reporter? What are the abilities of parties or attorneys to obtain copies?"* Ms. Gotelli stated these recommendations or issues discussed at the Legislation Committee meeting would be folded into the Strategic Plan. No motion was needed to approve the minutes.

EXECUTIVE OFFICER REPORT

Mr. David Brown reviewed the following documents which were included in the Board member's packets: the 2005/2006 annual report for the Transcript Reimbursement Fund; a breakdown of licensees by county; the examination statistics from the June 2006 CSR exam and the overall pass rates for the last year of examinations. Mr. Hisserich requested for future board

packets to include the first time pass rates and well as the overall pass rates for the previous three exams.

Mr. Brown continued with a review of the procedures for conducting Compliance Reviews at court reporting schools. He stated that approximately four to six schools are tentatively planned for review during 2007. Mr. Brown then reviewed the statistics for the Board's enforcement unit.

Mr. Brown then discussed AB-1293 regarding the Transcript Reimbursement Fund. He stated the bill, which is now law, redefined the definition of an indigent person to be more comparable to the Federal definition of indigence. This, in turn, should increase the number of eligible persons for the Fund. He also reviewed SB-1476, which increased the sunset date of the Board by one year to July 1, 2009.

Mr. Brown discussed the timeline for review and approvals for the Professional Standards of Practice regulation. He estimated that the regulation should be chaptered by mid-February.

Board Member Appearances: Ms. Gotelli stated she made a presentation in San Mateo County to the Superior Court judges regarding the function of the Board and attended the CCRA convention in Santa Clara. Ms. Yvonne Fenner also attended the CCRA convention and their Legislation Committee meeting. Ms. Toni O'Neill stated she had also attended the CCRA convention. Mr. Finch stated he had attended an Ethics Training course and the Board Member Orientation class sponsored by the Department.

Ms. Gotelli presented a certificate of appreciation plaque for Senator Liz Figueroa.

Mr. Ed Howard accepted the plaque on behalf of Senator Figueroa. Ms. Gotelli stated that the Board conference room will be named the "Clifton Conference Room" and unveiled a plaque in Mr. Ron Clifton's honor.

APPLICATION FOR BRYAN COLLEGE OF SACRAMENTO-SCHOOL PROVISIONAL LICENSE

Ms. Gotelli stated an application has been received by Bryan College to extend its court reporting program to their Sacramento campus. Mr. Brown outlined the process for recognition of a new school with the Board. He stated a consultant did a review of the school based on the Board's statutes and they are in compliance to receive a provisional license. Mr. Brown stated a provisional license is good for up to three years with a possible one-year extension. Within the three years, the school must have at least one student pass the complete program and pass the Board examination. Ms. O'Neill made a motion to grant provisional recognition to Bryan College-Sacramento campus; Mr. Finch seconded the motion. **MOTION CARRIED.**

APPLICATION FOR SAGE COLLEGE BRANCH LOCATION

Mr. Brown stated due to the closure of Court Reporting Institute (CRI), approximately 200 students were looking for a school in the area to continue their court reporting education. Sage College filed an application with the Bureau of Private Postsecondary Vocational Education and

received approval to open a branch location in the San Diego area and will be accepting formal CRI students. The Board had also received an application from Sage College to open a branch location. Mr. Brown stated the Board did not conduct a review of the branch location because the primary school currently has recognition with the Board. He did note that when the primary Sage College campus is reviewed for compliance, the branch location would be included. Mr. Finch made a motion to recognize the branch location of Sage College; Ms. Fenner seconded the motion. **MOTION CARRIED.**

FULL RECOGNITION OF GOLDEN STATE COLLEGE OF COURT REPORTING AND CAPTIONING

Mr. Brown stated the Board had granted provisional recognition of Golden State College on June 20, 2003. In Business and Professions Code section 8027(d) there are four criterions to obtain full recognition by the Board. Mr. Brown noted that two areas would need follow-up by the Board: Student Disclosure and Academic and Skill Development Requirements. After further discussion, Ms. Fenner made a motion to extend the provisional recognition of Golden State College of Court Reporting and Captioning to June 17, 2007; Ms. O'Neill seconded the motion. **MOTION CARRIED.** This extension will allow the follow-up to be conducted by Board staff.

RECESS

At 10:50 a.m., Ms. Gotelli requested a 15-minute recess.

RECONVENE

The Board reconvened at 11:05 a.m.

EXECUTIVE OFFICER REPORT (continued)

Ms. Debbie Thompson, the Board's budget liaison, reviewed the 2006-2007 budget with the Board members. After a brief discussion, Ms. Fenner requested staff to look into the cost and availability of a court reporter to attend and transcribe future Board meetings.

BOARD DRAFT STRATEGIC PLAN

Ms. Gotelli stated the Board held a strategic planning session on October 20-21, 2006 in Berkeley. Ms. O'Neill and Mr. Finch requested additional time to review the document in further detail. After further discussion, Mr. Finch made a motion to adopt the goals and objectives of the Strategic Plan; Mr. Hisserich seconded the motion. **MOTION CARRIED.** Ms. Laura Freedman Eidson stated Board staff and the Chair now have the ability to establish committees, etc. to implement the goals and objectives. Mr. Finch made a motion to change the target dates of the Consumer Information Objectives CI1 to June 2007 and CI4 to January 2007; Mr. Hisserich seconded the motion. **MOTION CARRIED.** The Board members agreed to submit any "wordsmithing" comments to Mr. Brown to complete the Strategic Plan.

PUBLIC COMMENT

Mr. Ed Howard, on behalf of the DRA provided comments regarding the Board's Strategic Plan. Ms. Diane Pessagno, CSR 6102 discussed the Realtime Coach program and the alleged "lockout" of purchasing the program in California and Arizona. Ms. Sandy Bunch-VanderPol, president of CCRA, stated CCRA has decided not to go forward with legislation regarding the ownership of Audiosync and suggested possibly having vendors and IT professionals to sit on various upcoming committees of the Board. Ms. Toni Pulone stated DRA would like to provide members to sit on the various upcoming committees that will be established according to the new Strategic Plan.

FUTURE MEETING DATES

The Board agreed on the following meeting dates:

Friday, March 9, 2007 in Los Angeles;
Friday, July 13, 2007 in Los Angeles;
and tentatively Friday, November 2, 2007 in Los Angeles.

ADJOURNED

Ms. Gotelli adjourned the meeting at 12:20 p.m.

KAREN A. GOTELLI, Chair DATE

DAVID E. BROWN, Executive Officer DATE